



# Job Opportunity

## State Controller's Office

**Position:** Staff Information Systems Analyst (Specialist)

Statewide

**Location:** Personnel/Payroll Services Division  
300 Capitol Mall, Sacramento, CA 95814

**Issue Date:** June 19, 2000

**Final Filing Date:** Until Filled

**Contact/Telephone:**  
Bonni Silva, 916-324-6921

**Who May Apply:** Individuals who are currently in this classification, eligible for lateral transfer or promotion, or reachable on a certification list.

**California Relay Service: 1-800-735-2929**

**Position Number(s):** 051-811-1312-016

*Please call (916)323-3055 to request reasonable accommodations*

### Scope of the Position:

Under the direction of the Information Technology Project Manager, the incumbent will be responsible for performing qualitative analysis and technical evaluations of vendor proposals; and for ensuring that proposed solutions meet the department's business and technology requirements, as well as the State Controller's Office Information Technology Strategic Plan.

### Duties and Responsibilities:

*Candidates must perform the following essential functions with or without reasonable accommodations*

- Determine technical specifications and participate in the implementation of performance modeling for selected vendor's proposed architecture. Perform technical activities required for the legacy system conversion. Participate in project planning, monitoring and reporting of project technical tasks and deliverables;
- Work with project business analysts in reviewing current and proposed business practices to determine optimal technical solutions. Support the business team in system analysis, design, development, testing, and implementation activities;
- Compose project reports for the State Controller's Office and other interested parties. Develop and recommend policies, procedures, and standards;
- Research and analyze complex technical products, and compose correspondence identifying product capabilities and deficiencies;
- Consult with project team members, vendors, participating departments, and data center technical staff to assess and evaluate technical solutions;



The State Controller's Office is committed to providing equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.



- Review and evaluate technical designs to ensure compliance with SCO's technical standards, guidelines, and strategic plan. Research new and changing technologies as they relate to the 21<sup>st</sup> Century Project. Represent the State Controller's Office at meetings, workshops, and project-related activities.

*Applications will be screened and only the most qualified will be interviewed*

#### **How to Apply:**

Please submit a STD. 678 State Application and Résumé to:

**State Controller's Office**

Personnel/Payroll Services Division

300 Capitol Mall

Sacramento, CA 95814

Attn: Bonni Silva